

URBAN/MUNICIPAL

CA 3 ONHW A08

88 B136

LICENSING, EXAMING, REGULATING OF  
TRADES BY-LAW





THIS CONSOLIDATION OF THE BY-LAW IS  
PREPARED FOR CONVENIENCE ONLY, FOR  
ACCURATE REFERENCE PLEASE CHECK THE  
ORIGINAL BY-LAW.





THE REGIONAL MUNICIPALITY OF HAMILTON-WENTWORTH

BY-LAW R00-036

WHEREAS pursuant to section 48 of the *Regional Municipality of Hamilton-Wentworth Act*, R.S.O. 1990, c. R. 12, the Regional Council is authorized to pass by-laws to provide for the examining, licensing, regulating, and governing of persons carrying on or engaging in certain trades; and,

WHEREAS on September 20, 1988, Regional Council enacted By-Law R88-136, the "Trades Licensing By-Law"; and,

WHEREAS it is in the public interest to authorize the Administrator of Licences to impose conditions on licences issued under the Trades Licensing By-Law, to ensure that the holder of a licence will carry on business in accordance with the law and with competence and integrity, and to provide for increased penalties for persons who contravene the said By-Law; and,

WHEREAS it is convenient to provide for various matters of an administrative nature;

NOW THEREFORE THE COUNCIL OF THE REGIONAL MUNICIPALITY OF HAMILTON-WENTWORTH ENACTS AS FOLLOWS:

1. By-Law R88-136 is amended by adding the following section:

17a. CONDITIONS

The Administrator of Licences may impose conditions on the issuance, holding, or renewal of a licence for the purpose of ensuring that the holder of the licence will carry on business in accordance with the law and with competence and integrity.

2. The said By-Law is further amended by repealing subsection 26 and substituting the following:

26. PENALTY

- (a) Every person who contravenes any provision of this By-Law, including the Schedules hereto, and every director or officer of a corporation who concurs in such contravention by the corporation, is guilty of an offence and on conviction is liable to a fine not exceeding \$25,000.



(b) Notwithstanding clause (a) where a corporation is convicted of an offence under this By-Law, the maximum penalty that may be imposed on the corporation is \$50,000.

3. Schedule 2 to the said By-Law is amended by adding the following:

6a. An applicant who submits evidence satisfactory to the Administrator of Licences that he or she is registered with the Electrical Contractor Registration Agency, shall not be required to be examined by the Electrical Examining Panel.

4. Schedule 2 to the said By-Law is further amended by adding the following municipality to clause 7(b):

(x) Barrie

5. Schedule 3 to the said By-Law is further amended by adding the following municipalities to clause 7(b):

(xi) Guelph

(xii) Stratford

6. Schedule "9" to the said By-Law is amended by repealing the third paragraph thereto and substituting the following:

Each member of the Board shall hold the position on the Board for a term of three years from the date of appointment. Regional Council may by resolution renew the appointment of a member of the Board for a further term not exceeding three years.

PASSED AND ENACTED this 2nd day of May, 2000.

  
Chairman

  
Acting Municipal Clerk

Approved  
as to form  
  
Legal  
Services



Authority: ASC 3-96, Item 3  
CM February 6, 1996  
(CAO 96-002)

BILL NO. 2503

**THE REGIONAL MUNICIPALITY OF HAMILTON-WENTWORTH**

**BY-LAW NO. R96-014**

**BEING A BY-LAW TO AMEND BY-LAW R88-136  
TO APPOINT AN ADMINISTRATOR OF LICENCES  
FOR THE REGIONAL TRADES LICENSING BY-LAW**

WHEREAS the Administrator of Licences is responsible for issuing trades licences and administering the Regional Trades Licensing By-Law, being By-Law R88-136; and,

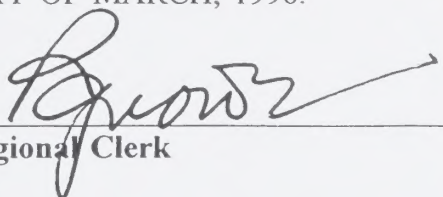
WHEREAS the Council of the Regional Municipality of Hamilton-Wentworth on February 6, 1996, did resolve to appoint **Mr. Peter C. Lampman** as Administrator of Licences, effective March 1, 1996;


NOW THEREFORE THE COUNCIL OF THE REGIONAL MUNICIPALITY OF HAMILTON-WENTWORTH ENACTS AS FOLLOWS:

1. That Schedule 7 of By-Law R88-136, as amended by By-Law R92-008, be amended by striking out "**Brian D. Allick**" and substituting therefor "**Peter C. Lampman**".
2. That Schedule 7 of By-Law R88-136 be further amended by deleting the words following the name "**Peter C. Lampman**".
3. That this By-Law shall be deemed to have come into effect on March 1, 1996.

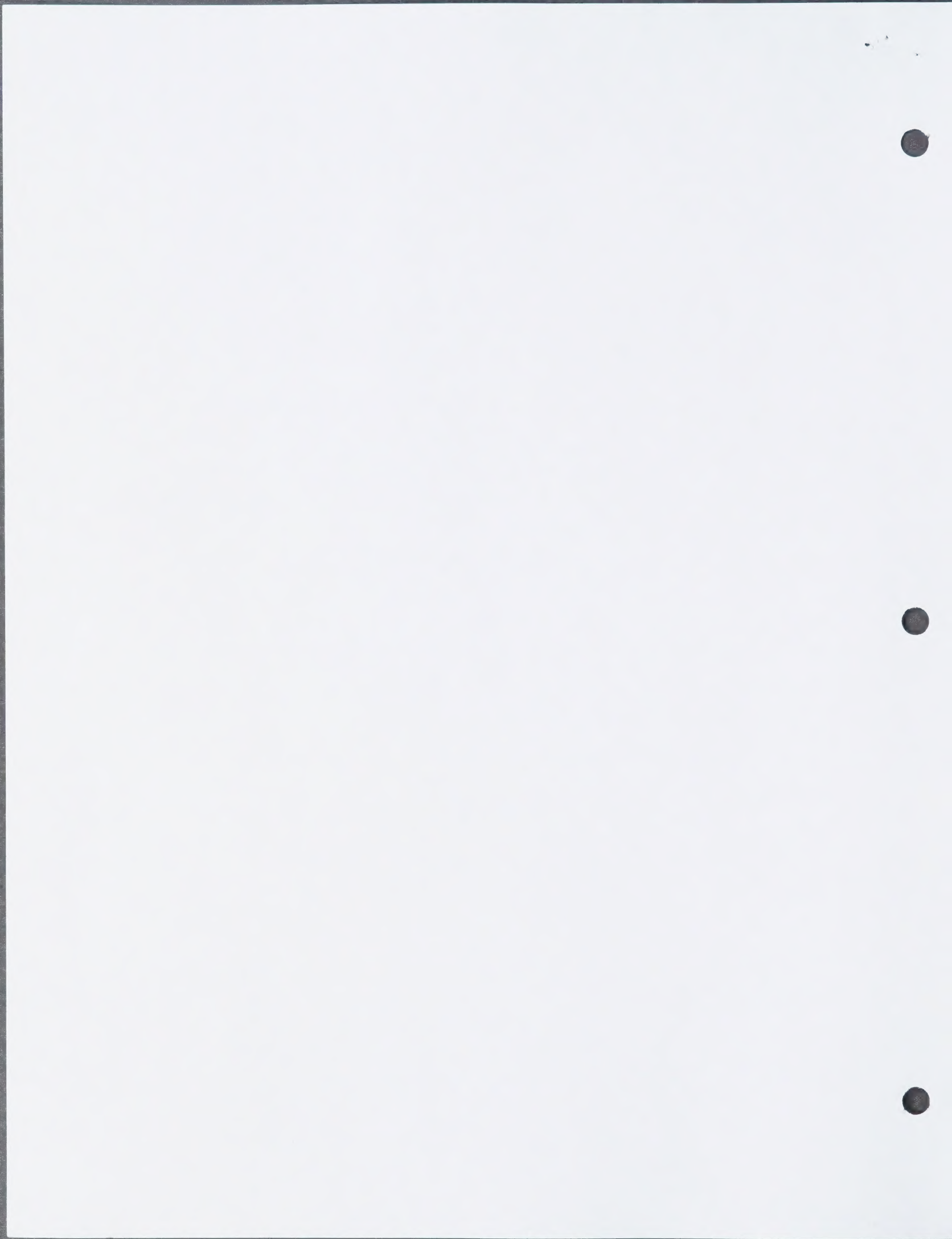
PASSED AND ENACTED this 5<sup>th</sup> DAY OF MARCH, 1996.

  
\_\_\_\_\_  
Regional Chairman

  
\_\_\_\_\_  
Regional Clerk

Approved  
as to form  
  
Legal  
Services







Authority: Administrative Services Committee Report 11-93, Item 7  
CM - December 7, 1993  
Finance Committee Report 13-93, Item 2  
CM - November 16, 1993

THE REGIONAL MUNICIPALITY OF HAMILTON-WENTWORTH

BY-LAW NO. R94-045

BILL NO. 2272

Being a By-law to revise the Trade Licensing Fees  
by repealing Schedule 1 of By-law R88-136  
as amended and making the substitutions  
therefor

WHEREAS the Council of the Regional Municipality of Hamilton-Wentworth on the 7th day of December, 1993 did approve Item 7 of Report 11-93 of the Administrative Services Committee which authorized the amendment of By-law R88-136 to delete the reference to "Licensing Examining Board Examinaton", and replace it with "Administration Fee";

WHEREAS the Council of the Regional Municipality of Hamilton-Wentworth on the 16th day of November, 1993, did approve Item 2 of Report 13-93 of the Finance Committee which authorized the 1994 User Fees effective January 1, 1994;

WHEREAS November 16, 1993, the Council of the Regional Municipality of Hamilton-Wentworth authorized that the appropriate Regional By-laws be changed to reflect the 1994 User Fees;

AND WHEREAS it is necessary to further amend Regional By-law R88-136, as amended, to reflect the 1994 User Fees under said By-law.

NOW THEREFORE THE COUNCIL OF THE REGIONAL MUNICIPALITY OF HAMILTON-WENTWORTH ENACTS AS FOLLOWS:

1. That the Trade License Fees in Schedule 1 of Regional By-law R88-136 as amended be repealed and replaced with the attached Schedule 1.
2. That these amendments will come into effect on January 1, 1994.
3. In all other aspects the contents of By-law R88-136 as amended are hereby confirmed unchanged.

Passed and enacted this 19th day of April, 1994.

Approved  
to form

Legal  
Services

  
Chairman

  
Clerk







SCHEDULE "1"  
ANNUAL FEES FOR LICENSES

	<u>1993 FEE PAYABLE</u>	<u>1994 FEE PAYABLE</u>
Building Repair Contractor	167.00	167.00
Master Building Repairer	83.00	83.00
Drain Repair Contractor	167.00	167.00
Master Drain Installer	83.00	83.00
Electrical Contractor	167.00	167.00
Master Electrician	83.00	83.00
Heating, Air-Conditioning and Ventilation Contractor	167.00	167.00
Master Warm Air Heating, Air-Conditioning and Ventilation Installer	83.00	83.00
Plumbing Contractor	167.00	167.00
Master Plumber	83.00	83.00
Renewal of License - All Contractors, each	167.00	167.00
All Master, each	83.00	83.00
Administration Fee	28.00	40.00 <sup>1</sup>
Replacement of License	2.40	2.40

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<sup>1</sup> Formerly called Licensing Examining Board Examination. This is one time fee that is charged to individuals making an application for a license.

Date of expiry in each year is December 31st.



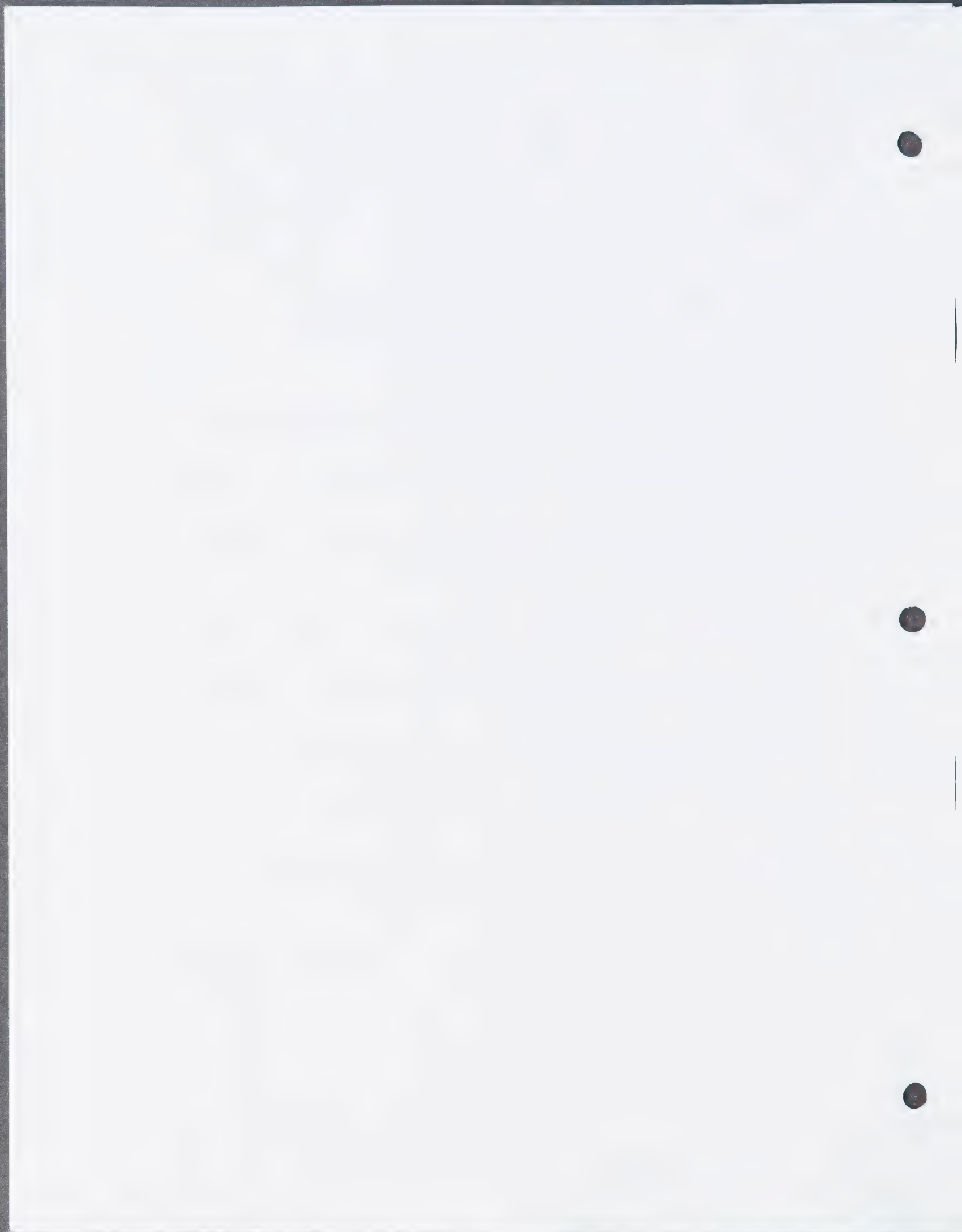




R94-045      Being a By-law to revise the Trade Licensing Fees by repealing Schedule 1 of By-law R88-136 as amended and making the substitutions therefor. (Bill No. 2272)

R94-046      Being a By-law to confirm the proceedings of Council at its meeting held April 19, 1994. (Bill No. 2273)







**THE REGIONAL MUNICIPALITY OF HAMILTON-WENTWORTH**

**BY-LAW NO. R92-110**

WHEREAS pursuant to section 48 of the Regional Municipality of Hamilton-Wentworth Act, R.S.O. 1990, c. R.12, the Regional Council is authorized to pass by-laws to provide for the examining, licensing, regulating, and governing of persons carrying on or engaging in certain trades; and,

WHEREAS on September 20, 1988, the said Council enacted By-law R88-136, which By-law is commonly known as the "Trades Licensing By-law"; and,

WHEREAS the said By-law established a Trades Examining Board which is responsible for examining the competence of persons who apply for licences to carry out work in the trades governed by the said By-law; and,

WHEREAS it is convenient to remove the requirement that a Trades Licence Inspector be included on the examining panel of each trade governed by the said By-law; and

WHEREAS it is further convenient to increase the maximum penalty under the By-law in order to be consistent with provincial law, and to allow in appropriate circumstances for more substantial fines to be imposed upon persons who violate the said By-law; and

WHEREAS it is further convenient and in the public interest to require that persons carrying out work as an electrical contractor or master electrician in relation to the construction of buildings designed by and under the supervision of professional engineers and architects be required to hold a licence under the said By-law;

NOW THEREFORE THE COUNCIL OF THE REGIONAL MUNICIPALITY OF HAMILTON-WENTWORTH ENACTS AS FOLLOWS:

1. Clauses 4(c), (d) and (e) of By-law R88-136 are repealed and replaced with the following:
  - (c) to any person carrying out work in the trades of building repair, drain repair, plumbing or heating, air conditioning and ventilation, in relation to the construction of a commercial, industrial, institutional, or residential building which has been designed by and is under the supervision of a Professional Engineer or an Architect licensed to practise in Ontario;
  - (d) an electrical contractor or master electrician engaged in carrying out work in relation to the construction of a commercial, industrial, institutional, or residential building, which is not required to be inspected pursuant to the Electrical Safety Code adopted under the Power Corporation Act, R.S.O. 1990, c. P.18; or,







- (i) three persons qualified as master warm air heating, air conditioning and ventilation installers, one of whom may be a Trades Licence Inspector.

7. Clause 7(a) of Schedule "5" of the said By-law is repealed and replaced with the following:

- (a) The Drain Repair Examining Panel shall consist of the following members appointed by Council:

- (i) three persons qualified as drain installer masters, or tradespersons experienced in drain laying and repair, one of whom may be a Trades Licence Inspector.

8. Clause 6(a) of Schedule "6" of the said By-law is repealed and replaced with the following:

- (a) The Building Repairs Examining Panel shall consist of the following members appointed by Council:

- (i) three persons qualified as building repairs masters, one of whom may be a Trades Licence Inspector.

9. Section 26 of the said By-law is amended by striking out "\$2000.00" in the third line and substituting "\$5000" therefor.

PASSED AND ENACTED this 6th day of October, 1992.

CHAIRMAN

CLERK

Approved  
as to form  
Legal  
Services







THE REGIONAL MUNICIPALITY OF HAMILTON-WENTWORTH

BY-LAW NO. R90-025

Being a By-Law to amend Regional By-law R88-136  
to allow for the appointment of alternate  
members of the Trades Examining Board

WHEREAS it is convenient to provide for the appointment of alternate members of the Trades Examining Board established under Regional By-Law R88-136, in order to allow for the constitution of panels of three members each, to make findings concerning the competence of Contractors and Masters and other tradespersons in the trades and occupations regulated under the said By-Law, and to provide for the expeditious constitution of such panels in circumstances in which a regular member of a panel may not be available;

NOW THEREFORE THE COUNCIL OF THE REGIONAL MUNICIPALITY OF HAMILTON-WENTWORTH ENACTS AS FOLLOWS:

1. The first paragraph of Schedule "9" of Regional By-law R88-136 is repealed and replaced by the following:

"Regional Council shall by resolution appoint the Chairman and fifteen regular members and up to ten alternate members of the Board, representing each of the five trades regulated under this By-Law, to sit as panels of three members each, for the purpose of assessing the qualifications, competence and eligibility of tradespersons to be licensed hereunder, and Contractors and Masters applying for licences under this By-Law and Schedules."

2. The members of the Trades Examining Board appointed by Regional Council on November 1, 1988, Report 11-88, Item 7 of the Legislation and Reception Committee shall be deemed to be regular members of the Board, save and except for the Electrical Panel, which shall be as follows:

Electrical Panel

Mr. Donald Langdon  
Mr. Donald MacIntyre  
Mr. Harold Cooper

Alternate member: Mr. Earl Sanders



The other members of the Examining Panel shall remain as follows:

Building Repair

Mr. Helmut Kaut  
Mr. George Korz  
Mr. Peter Van Derbeek

Plumbing

Mr. Michael Holm  
Mr. Harley Allison  
Mr. Charlie Hewitt

Heating, Air Conditioning and Ventilation

Mr. Rick Taffs  
Mr. John Skinner  
Mr. David Gibson

Drain Repair

Mr. Larry Groves  
Mr. John Birchall  
Mr. John Walker

Chairman

Mr. Brian D. Allick

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED AND  
ENACTED THE 6th DAY OF March , 1990.

  
CHAIRMAN

  
CLERK

Approved  
as to form  
  
Legal  
Services



THE REGIONAL MUNICIPALITY OF HAMILTON-WENTWORTH

BY-LAW NO. R89-166

to amend By-law R88-136 being a by-law to examine, licence, regulate and govern TRADESPERSONS carrying on or engaged in certain trades in the Regional Municipality of Hamilton-Wentworth.

WHEREAS the Regional Legislation and Reception Committee is designated as the Trades Licence Committee responsible for hearing persons on all questions of the issue, refusal to issue, revocation, suspension or renewal of licences under the Regional Trades Licensing By-law R88-136, for the purposes of a hearing to be held pursuant to the provisions of Section 20 of By-law R88-136 of the Regional Municipality of Hamilton-Wentworth and Section 106 of the Municipal Act, R.S.O. 1980, Chapter 302, and

WHEREAS it is expedient to constitute the Trades Licence Committee as a tribunal composed of three members in order to proceed with the timely setting of dates for such hearings,

NOW THEREFORE THE COUNCIL OF THE REGIONAL MUNICIPALITY OF HAMILTON-WENTWORTH ENACTS AS FOLLOWS:

1. That section 20 of By-law R88-136 of the Regional Municipality of Hamilton-Wentworth being a by-law to examine, licence, regulate and govern tradespersons carrying on or engaged in certain trades in the Regional Municipality, be amended by adding the following clause:

- (f) The Trades Licence Committee shall be comprised of three (3) members being the Chairman, Vice-Chairman or Acting Chairman of the Legislation and Reception Committee, together with any two (2) other members of the Legislation and Reception Committee for the purposes of a hearing held pursuant to the provisions of clause (b).

Approved  
as to form  
MP  
Regional  
Solicitor

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED AND ENACTED THIS 19th day of September, 1989.

  
Chairman

  
Clerk



THE REGIONAL MUNICIPALITY OF HAMILTON-WENTWORTH

BY-LAW NO. R89-191

BILL NO. 1604

Being a By-law to revise the Trades Licensing Fees  
by repealing Schedule 1 of By-law R88-136 and  
making the substitutions therefor

WHEREAS Regional Council did approve Item 2.16 of Report 14-89 of the Finance and Personnel Committee at its meeting on November 21, 1989 and did hereby authorize as follows:

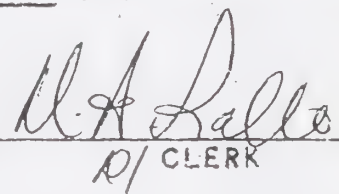
1. That effective January 1, 1990, the existing Trades License fees be increased by a factor of 5.5% rounded to the nearest dollar.
2. That Schedule 1 of the Trades License By-law be amended to reflect the increase in rates.


NOW THEREFORE THE COUNCIL OF THE REGIONAL MUNICIPALITY OF HAMILTON-WENTWORTH ENACTS AS FOLLOWS:

1. That the Trades License fees in Schedule 1 of Regional By-law R88-136 be repealed and replaced with the attached Schedule 1.
2. That these amendments will come into effect on January 1, 1990.
3. In all other aspects the contents of By-law R88-136 as amended are hereby confirmed unchanged.

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED AND ENACTED THE  
21st DAY OF November 1989.

  
CHAIRMAN

  
CLERK

Approved  
as to form  
  
Regional  
Solicitor



SCHEDULE "1"

ANNUAL FEES FOR LICENSES

	<u>1989 Fee Payable</u>	<u>1990 Fee Payable</u>
Building Repair Contractor	\$150.00	\$158.00
Master Building Repairer	\$ 75.00	\$ 79.00
Drain Repair Contractor	\$150.00	\$158.00
Master Drain Installer	\$ 75.00	\$ 79.00
Electrical Contractor	\$150.00	\$158.00
Master Electrician	\$ 75.00	\$ 79.00
Heating, Air-Conditioning and Ventilation Contractor	\$150.00	\$158.00
Master Warm Air Heating, Air-Conditioning and Ventilation Installer	\$ 75.00	\$ 79.00
Plumbing Contractor	\$150.00	\$158.00
Master Plumber	\$ 75.00	\$ 79.00
Renewal of License -		
All Contractors, each	\$150.00	\$158.00
All Master, each	\$ 75.00	\$ 79.00
Licensing Examining Board Examination	\$ 25.00	\$ 26.00
Replacement of License	\$ 2.00	\$ 2.25

Date of Expiry in each year is December 31st.





THE REGIONAL MUNICIPALITY OF HAMILTON-WENTWORTH

BY-LAW R88-136

Being a by-law to examine, license, regulate and govern tradespersons carrying on or engaged in certain trades in the Regional Municipality.

WHEREAS pursuant to the Regional Municipality of Hamilton-Wentworth Act, R.S.O., 1980, c. 437, as amended by S.O., 1986, c. 46, s. 134a, the Regional Council is authorized to pass by-laws to provide for the examining, licensing, regulating and governing of persons carrying on or engaging in certain trades and occupations, namely, Building Repair, Drain Repair, Electrical, Plumbing, Explosives' handling, Heating, Air-conditioning and Ventilation and the Contractors and Masters of these Trades, and

WHEREAS the Regional Council deems it advisable to pass a by-law pursuant to the aforesaid legislation to regulate tradespersons engaged in the aforesaid Trades in both new and existing construction and which will supercede Area Municipality By-laws regulating the aforesaid tradespersons.

NOW THEREFORE THE COUNCIL OF THE REGIONAL MUNICIPALITY OF  
HAMILTON-WENTWORTH ENACTS AS FOLLOWS:

1. DEFINITIONS

In this By-law,

- (a) "Administrator of Licences" means the person appointed by Regional Council under Schedule "7" to this By-law, responsible to issue licences and to administer this By-law;
- (b) "Area Municipality" means one of the six Area Municipalities comprising the Regional Municipality of Hamilton-Wentworth namely, the Cities of Hamilton and Stoney Creek, the Towns of Ancaster, Dundas and Flamborough and the Township of Glanbrook, designated pursuant to The Regional Municipality of Hamilton-Wentworth Act, R.S.O., 1980, c. 437;
- (c) "Construction" means any work in the erection, installation, or extension or material alteration or repair of a building and includes the installation of a building unit fabricated or moved from elsewhere, and "construct" has a similar, grammatical meaning.



- (d) "Contractor" means any person who agrees with a member of the public or another contractor to carry out any work in a Trade regulated under this By-law;
- (e) "Person" includes an individual alone or in association with a partnership, firm or corporation and each of them as an entity;
- (f) "Regional Area" means the geographical area of the Regional Municipality comprising the six Area Municipalities of Hamilton, Dundas, Stoney Creek, Ancaster Glanbrook, and Flamborough as set out in The Regional Municipality of Hamilton-Wentworth Act, R.S.O., 1980, c. 437;
- (g) "Regional Council" means the Council of the Regional Municipality of Hamilton-Wentworth;
- (h) "Regional Municipality" means the Regional Municipality of Hamilton-Wentworth;
- (i) "Regular Place of Business" means the land or building or part of a building used for a fixed or permanent place of business, and where such business address appears in governmental assessment, taxation, planning or engineering records or the address is registered

with the Provincial Ministry of Consumer and Commercial Relations. The place of business applies to a contractor or master tradesperson licensed or required to be licensed under this By-law. A contractor's regular place of business may also be designated for a master who is on that contractor's payroll;

- (j) "Trades Examining Board" means the Board established by Regional Council pursuant to Schedule "9" to this By-law and which shall be responsible for examining the level of competence of tradespersons regulated by Schedules "5" and "6" hereto, and the qualifications and eligibility of any person applying for the issuance of a licence or a renewal thereof under this By-law;
- (k) "Trades License Committee" means the Legislation and Reception Committee of the Regional Municipality responsible for hearing persons on all questions of the issue, refusal to issue, revocation, suspension or renewal of licences under this By-law.
- (l) "Tradesperson" means a person licensed or required to be licensed under this By-law and engaged in, occupied in or retained to carry out work in the Trades of



Building Repair, Drain Repair, Electrical, Plumbing, or Heating, Air-Conditioning and Ventilation in the Regional Area.

- (m) "Trades Licence Inspector" means a person designated on Schedule "8" to this By-law as a Regional Trades Licence Inspector and Regional By-law Enforcement Officer for this By-law.

## 2. PERSONS REQUIRING A LICENCE

Subject to section 4, every person engaged, occupied or retained in the Regional Area to carry out work in each of the Trades of Building Repair, Drain Repair, Electrical, Plumbing, Heating, Air-conditioning or Ventilation, shall before being engaged, occupied or retained in the aforesaid Trades apply for and obtain annually, a licence pursuant to this By-law, as a:

- (i) Building Repair Contractor or Master Builder Repairer;
- (ii) Drain Repair Contractor or Master Drain Installer;
- (iii) Electrical Contractor or Master Electrician;
- (iv) Heating, Air-Conditioning and Ventilation Contractor or

- Master Warm Air Heating, Air Conditioning and Ventilation installer in one or more specialized areas of steam fitter, refrigeration and air- conditioning mechanic, oil burner mechanic, or sheet metal worker;
- (v) Plumbing contractor or master plumber; or one or more of the above designated trades-persons.

3. PROHIBITION

Subject to section 4, no person shall and within the Regional Area, carry on or engage in or be retained or offer to carry out work in any of the trades or occupations named in section 2, without first having obtained a licence under this By-law to do so.

4. PERSONS NOT REQUIRING A LICENCE

The provisions of this By-law and Schedules hereto do not apply:

- (a) to any person holding a valid registration under the Ontario New Home Warranty Program for work carried out on a construction project subject to such warranty save and except where such person is also an electrician,



plumber, or heating, air conditioning and ventilation installer or drain layer;

- (b) to any person who does work for his or her own benefit and not for hire in or about the dwelling or dwelling unit in which such person resides or in which the spouse of such person is the owner;
- (c) to a contractor or master of a trade engaged in the construction of a commercial or industrial, institutional or residential building which has been designed by and is under the supervision of a Professional Engineer or an Architect licensed to practise in Ontario; or
- (d) to any person engaged in or occupied in any one of the aforesaid Trades as a Journeyman or Apprentice under the supervision of a Master of one or more of the Trades referred to in section 2.

#### 5. APPLICATION FORMS

- (a) Each applicant for a licence under this By-law shall complete the application form attached as Schedule "10"

hereto, provided by the Administrator of Licences, and available from each of the Area Municipal Offices, and such completed form shall be mailed or delivered by each applicant together with the applicable fee shown on Schedule "1" hereto, to the Administrator of Licences for processing and directions.

- (b) The Administrator of Licences shall, upon receipt of the application referred to in subsection 5(a), make or cause to be made any necessary investigations concerning the application, and shall refer the application to the Trades Examining Board to determine the eligibility of the applicant to be licensed, and may obtain any expert advice which he deems necessary for the consideration and decision of the Trades Licence Committee.

6. ADMINISTRATOR OF LICENCES

- (a) There shall be an Administrator of Licences for the Regional Municipality appointed under Schedule "7" hereto, who shall be responsible for the administration of this By-law, and shall for all purposes of this



By-law be a Regional employee;

- (b) The Administrator of Licences shall report annually through the Trades Licence Committee, to the Regional Council on the administration of this By-law, and account for all fees and fines received during the year, less all administrative and legal costs actually incurred in the administration of this By-law;
- (c) The net amount of monies realized under paragraph (b) of this section shall be distributed to each Area Municipality annually, based on the ratio that the equalized assessment of each Area Municipality bears in relation to the total equalized assessment for the Regional Area for the immediately preceeding year;
- (d) The legal and financial and accounting services of the Commissioner of Legal Services and Commissioner of Finance shall be used by the Administrator of Licences for the purposes of administering this By-law;
- (e) The Administrator of Licences, shall, on behalf of the Regional Municipality, sign all licences issued or renewed pursuant to this By-law;

- (f) The Administrator of Licences shall, subject to sections 2, 5 and 23 of this By-law, and upon compliance by the applicant with all the other provisions of this By-law and Schedules hereto, issue to the applicant a number and licence for a Trade regulated under this By-law, together with a photograph of the licence holder, and the licence card and number shall be carried by the licence holder whenever engaged in Trades work governed by this By-law.
- (g) The licence number or business name of the licence holder shall be displayed or both may be displayed by the licence holder in any advertising for the trade by such person;
- (h) The Administrator of Licences shall receive all licence issuance, and renewal fees and fines collected pursuant to this By-law and shall deposit all such monies in an account designated by the Regional Finance Department;
- (i) All applications to the Trades Examining Board shall be made in writing and delivered to the Licence Administrator at the address shown on Schedule "7" hereto, and all referrals to the said Board shall be



addressed to the Chairman of the said Board at the address shown on Schedule "7" hereto.

7. INSPECTION OF LICENCES

Each licence holder under this By-law, shall, when requested to do so by the Administrator of Licences or any Trades Licence Inspector, or by any member of the public retaining the services of a Tradesperson, produce for inspection, upon request, such licence, identification card and photograph.

8. INSPECTIONS UNDER THIS BY-LAW

- (a) The Administrator of Licences or a Trades Licence Inspector, may require any contractor or master tradesperson licensed or required to be licensed hereunder to produce the trades records of such tradesperson or other relevant documentation for the purpose of determining whether such tradesperson is validly licensed under this By-law, or whether a provision of this By-law has been or is being contravened;

- (b) No person shall hinder, obstruct, molest or interfere with or attempt or permit any such action to be done to a Trades Licence Inspector in the exercise of any of the Inspector's powers or duties under this By-law and Schedules hereto;
- (c) Schedules "2", "3", "4", "5" and "6" to this By-law shall be enforced by the Trades Licence Inspectors. Each Trades Licence Inspector so designated is appointed a Regional By-law Enforcement Officer for the purposes of enforcement of this By-law in the Area Municipality by whom they are ordinarily employed.

9. LICENCES - PROPERTY

- (a) No person shall enjoy a vested right in the continuance of a licence issued under this By-law and upon the issuance, renewal, non-renewal, surrender, cancellation or suspension thereof, the licence shall at all times be and remain the property of the Regional Municipality;
- (b) Each licence issued under this By-law is issued on condition of compliance with all the provisions of this



By-law and Schedules hereto, and upon a finding of contravention of any provisions of this By-law or its Schedules, the licence may be suspended, revoked, or not renewed, in addition to any other remedies available to the Regional Municipality and the Administrator of Licences.

10. TRANSFER OF LICENCE AND EXAMINATION OF APPLICANTS

No Contractor's or Master's trades licence issued under this By-law shall be transferred to another person, and such licence shall be valid only from the place of business indicated thereon.

11. PLACE OF BUSINESS

A Contractor is not required to have a regular place of business in Ontario provided he has in his employ a Master tradesperson licensed under this By-law who has a regular place of business or residence in Ontario.

12. LICENCE FEES PAYABLE

Each person who applies for a licence or renewal thereof under this By-law shall pay the required fees set out in Schedule "1" to

this By-law, before such licence may be issued or renewed. Licences which are renewed are subject to payment of full annual fees for the year of renewal.

13. LICENCE FEES REFUNDED

Licence fees shall be paid for the entire calendar year. Proportionate refunds shall not be paid nor abatement of fees made where a licence is obtained or surrendered during the calendar year. Where a licence is revoked during the year a refund of part of the licence fee proportionate to the unexpired portion of the calendar year shall be made.

14. REPLACEMENT OF LICENCE

A fee shall be charged for the replacement of any licence lost other than by revocation, in accordance with the fees set out in Schedule "1" hereto.

15. VALIDITY OF LICENCE

A licence issued pursuant to this By-law shall be valid for the whole of the Regional Area and for each Area Municipality therein.



16. APPLICATION OF SCHEDULES AND STATUTES

Every person applying for the issuance or renewal of or holding a Contractor's or Master's licence under this By-law and every tradesperson carrying on or engaging in the trade or occupation in respect of which a licence is issued, shall observe and comply with and be governed by all the provisions set out in Schedules "1 to "10" attached to this By-law and also all the provisions of the Tradesmen's Qualification and Apprenticeship Act and the Regulations thereunder which relate to such person's Trade and occupation.

17. RENEWALS

- (a) The Administrator of Licences may renew a licence without requiring an examination of the licensee by the Trades Examining Board where a valid Municipal Trades Licence was held by the licensee in the immediate proceeding year and where the provisions of section 5 of this By-law are fully complied with.
- (b) The Administrator of Licences may after investigation require any applicant to be examined before the Trades Examining Board as a condition of the issue or renewal of a licence issued hereunder.

- (c) The Administrator of licences may require any person who has not renewed his/her licence for at least one year to be examined by the Trades Examining Board before being issued a licence.

18. EXPIRY DATES

All licences issued for the several trades and occupations set out in section 2, unless they are sooner surrendered, suspended or revoked, shall in every case expire in each year on December 31st. All licences shall be renewed by December 31st in the year of their issuance, to be valid for the year next following.

19. REVOCATION AND SUSPENSION OF LICENCES

- (a) The Regional Council may revoke or suspend any licence issued pursuant to this By-law after consideration of a report of the Trades License Committee. The report shall deal, among other matters, with the competency and trades practices of the licence holder, in performing trades work for the public;
- (b) Before revoking or suspending any such licence, the Administrator of Licences shall give to the holder thereof at least seven (7) days notice of the date of a hearing, mailed or delivered to the holder's address last known to the Administrator of Licences and the



holder shall be permitted, either in person or by his/her representative, to appear before the Trades License Committee to show cause why he/she believes such licence should not be revoked or suspended;

- (c) Upon suspension or revocation of a licence issued under this By-law, the licence holder shall return to the Administrator of Licences all photographs, numbers and licence cards issued by the Administrator of Licences within seven (7) clear days of the date of the notice of suspension or revocation of the licence from the Administrator of Licences.
- (d) Upon receipt of the findings by the Trades Examining Board, the Administrator of Licences shall, within five (5) days, make a decision on the application for the issue or refusal of a licence, and shall notify the applicant in writing of the decision within three (3) days of such decision being made.

## 20. APPEALS

- (a) The Administrator of Licences, may where any provision of this By-law and Schedules hereto has been contravened, refuse to issue or renew a licence, or may recommend to the Trades License Committee the suspension or revocation of a licence, and shall refer

to the Trades Licence Committee all appeals from his decision that a licence not be issued or renewed;

- (b) Any person who is refused a licence, or a renewal thereof, or has been notified of the intended revocation or suspension of a licence by the Administrator of Licences , may appeal in writing to the Trades Licence Committee within thirty (30) days of such action. All appeals shall be made in writing, setting out the grounds for the appeal, and shall be filed with the Regional Clerk who shall upon receipt thereof, provide a copy of the appeal to the Administrator of Licences and the Commissioner of Legal Services. The Trades Licence Committee shall convene a Hearing of the matter within thirty (30) days of receipt of the appeal by the Regional Clerk and the person appealing shall have the right to present his/her case in person or by his/her legal representative;

- (c) The Trades License Committee shall hear all appeals from the decisions of the Administrator of Licences, and pursuant to section 106 of the Municipal Act shall hear any person required to be otherwise heard by the Regional Council;

- (d) The Trades Licence Committee shall consider all matters



before it, and shall with reasons and by majority vote make a decision, with a report thereon to be prepared by the Regional Clerk, together with recommendations of the Trades Licence Committee to Regional Council, as to whether the appellant should have his/her licence issued, refused, suspended or revoked. The decision of the Regional Council shall be final;

- (e) Notice of the decision of Regional Council as to the refusal to issue or renew, revoke or suspend any licence shall be signed by the Administrator of Licences and shall be sent by registered mail or delivered to the last known address of the licence holder. Upon such notification, the licence revoked or suspended shall thereupon cease to be valid.

## 21. PARTNERSHIPS

Where two or more persons carry on or engage in partnership in any of the trades or occupations set out in Section 2 of this By-law, a licence may be issued in the name of one partner only, but when the application for licence is made, the name and address of each member of the partnership shall be set out therein.

## 22. TRADES EXAMINING BOARD

- (a) There is hereby established a Trades Examining Board to

be comprised of such persons, including a Chairman, to be appointed in accordance with Schedule "9" hereto. The function of the Board shall be to make findings concerning the competence of Contractors and Masters and other tradespersons in their respective trades and occupations regulated under this By-law and referred to it by the Administrator of Licences.

- (b) The findings of the Board shall state whether the applicant is eligible to be licensed and shall be sent to the Administrator of Licences;
- (c) The Board shall meet at the call of the Chairman of the Board, upon three (3) clear days notice, but not less than once annually;
- (d) The Board shall consist of five (5) panels of three (3) members each, one panel for each of the five Trades regulated under this By-law, and in compliance with the Schedules to this By-law;
- (e) Each panel of the Board shall consist of a Trades Licence Inspector and two other qualified trades persons from each Trade regulated under this By-law. A majority vote of the designated panel and Chairman shall be deemed to be the finding of the Board;
- (f) The Chairman of the Board shall sit on each Panel hearing applications or matters referred to it and



shall vote on all matters before the Panel. In the absence of the Chairman, the members of the Panel shall select one of the members as Chairman for the meeting

23. STATUS OF 1988 LICENCES

- (a) Every Master or Contractor described in Section 2 and holding a trades licence from an Area Municipality valid for the year 1988, may be eligible to have a trades licence issued to such tradesperson under this By-law for the year 1989.

24. AREA MUNICIPAL TRADES LICENSES

- (a) All trades licences held by every Contractor or Master tradesperson for the year 1988 in any area Municipality shall lapse and be void at midnight on December 31st, 1988, and shall be renewed by issuance of a licence under this By-law for the year 1989;
- (b) Every Master or Contractor holding a trades licence from an Area Municipality valid for the year 1988, shall be exempt from an examination by the Trades

Examining Board after a finding of eligibility by that Board respecting the said licence holder.

25. CERTIFICATE OF QUALIFICATION

A person holding a valid Certificate of Qualification issued by the Province of Ontario, or holding an equivalent extra Provincial Certificate, each for a minimum period of two years, shall be eligible to write a Master's examination for such trade, if required, set by the Trades Examining Board, and shall be eligible to have issued to such person a contractor's or master's licence pursuant to this By-law.

26. PENALTY

Any person who contravenes any provision of this By-law including the Schedules hereto, commits an offence and is liable upon conviction therefor, to a fine not exceeding \$2,000.00 for each offence and upon conviction shall be liable to have his/her licence revoked pursuant to section 19 of this By-law.

27. FINES

- (a) Subject to sub-section (b), all fines collected as a result of the enforcement of this By-law and Schedules,



shall be paid over to the Administrator of Licences;

- (b) Where a prosecution is conducted by an Area Municipality, and related to a matter under this By-law, all fines therefor shall be paid to that Area Municipality.

28. ENFORCEMENT OF BY-LAW

- (a) Subject to subsection (c), the provisions of this By-law shall be enforced by each Area Municipality for all contraventions of this By-law occurring within the boundaries of the Area Municipality;
- (b) All fines imposed and collected pursuant to the enforcement by an Area Municipality under subsection (a) of this section, belong to the Area Municipality carrying out the enforcement;
- (c) The administration of the provisions of this By-law relating to matters concerning the issuance, renewal, or the refusal thereof, or revocation or suspension of licences and all appeals therefrom shall be carried out by the Administrator of Licences with counsel from the office of the Commissioner of Legal Services.

29. SCHEDULES

Schedules 1, 2, 3, 4, 5, 6, 7, 8, 9 and 10 attached hereto are part of this By-law.

30. EFFECTIVE DATE OF BY-LAW

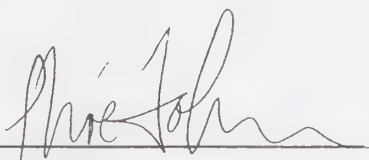
This By-law shall come into force and take effect on the first day of January, 1989.

31. ADVERTISEMENT

Notice of this By-law shall be advertised by the Regional Clerk once a week for three successive weeks in the Hamilton Spectator upon passing Enactment.

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED AND  
ENACTED THIS 20th DAY OF September 1988.

  
Chairman

  
Clerk



SCHEDULE "1"

ANNUAL FEES FOR LICENCES

<u>COLUMN 1</u>	<u>COLUMN 2</u>	<u>COLUMN 3</u>
<u>TRADE REGULATED</u>	<u>FEE PAYABLE</u>	<u>DATE OF EXPIRY IN EACH YEAR</u>
Building Repair Contractor	\$150.00	December 31st
Master Building Repairer	\$ 75.00	"
Drain Repair Contractor	\$150.00	"
Master Drain Installer	\$ 75.00	"
Electrical Contractor	\$150.00	"
Master Electrician	\$ 75.00	"
Heating, Air-Conditioning and Ventilation Contractor	\$150.00	"
Master Warm Air Heating, Air- Conditioning and Ventilation Installer	\$ 75.00	"
Plumbing Contractor	\$150.00	"
Master Plumber	\$ 75.00	"
Renewal of Licence - All Contractors, each	\$150.00	"
All Masters, each	\$ 75.00	"
Trades Examining Board Examination	\$ 25.00	
Replacement of Licence	\$ 2.00	

ELECTRICAL CONTRACTORS

ELECTRICAL MASTERS

SCHEDULE "2"

INTERPRETATION

1. In this Schedule,

- (a) "Electrical Contractor" means a person engaged in the business of contracting for the making and repairing and installing of electrical installations and includes any person who solicits for electrical work or who in anyway advertises, or holds himself out to the public as doing or contracting to do electrical work by himself or through another qualified person or as being an electrical contractor, and who has a regular place of business in Ontario;
- (b) "Electrical Master" means a person who has been issued a Certificate of Qualification in the electrical trade under the Apprenticeship and Tradesmen's Qualification Act for two (2) years and is aware of and knowledgeable in the general regulations under the Apprenticeship and Tradesmen's Qualification Act and operates in a manner pursuant to the requirements of the said Act and Regulations, and is skilled in the planning, superintending, and installing, maintenance and repair of electrical equipment and services for lights, heat or power, and who is familiar with the laws, rules and regulations governing the same, and who has a regular place of business in Ontario and who, himself, or by journeyman tradesmen under his supervision performs the trade of electrician;
- (c) "Electrical Installations" means a system or part of a system of electrical equipment and wiring installed or to be installed in or upon any land, building, structures or premises from the point or points of delivery of electric power or energy therein or thereon or thereto by the electricity supply Authority or from any other source of supply, up to the point or points where the power or energy can be consumed or used therein or thereon by any electrical



equipment or fixtures, and the expressions "work on an electrical installation" or "make an electrical installation" or "electrical work" include the installation, maintenance, alteration, extension and repair of the wiring and the connection of the wiring with any of the electrical equipment, fixtures or appliances, and which is an integral part of the electrical system, or with any other part of the wiring system;

- (d) "Electrical Examining Panel" means the Panel of the Trades Examining Board appointed under the provisions of this By-law.

#### APPLICATION OF SCHEDULE

- 2. The provisions of this Schedule shall apply to all persons engaging in any electrical work, as:

- (a) Electrical Contractor
- (b) Electrical Master

#### LICENCE REQUIREMENTS

- 3.
  - (a) No person shall carry on the business of an electrical contractor in the Regional Area without an electrical contractor's licence under this By-law entitling him so to do and is or has a licensed electrical master in his employ;
  - (b) No person shall engage in the occupation of an electrical master in the Regional Area unless he is the holder of a current valid licence under this By-law entitling him so to do;
  - (c) Before commencing any electrical work, or upon completion of the work, a form of written agreement or an invoice or firm written estimate of the work to be done shall be entered into by an electrical contractor with the person for whom the work is to be done, containing the name and address of the tradesperson and customer and an itemized price or firm estimate of the goods and services to be provided.

APPLICATION FOR LICENCE

4. Where the application is for an electrical contractor's licence, the application shall include:
  - (a) The name and address of a licensed electrical master who is employed by the electrical contractor and the name of the person who has applied for an electrical master's licence, the applicant contractor is also an electrical master;
  - (b) The business address of the electrical contractor;
  - (c) The name and address of the owners, partners or company officers responsible for the operation of the electrical contractor's business;
  - (d) The name of the Insurance Company providing public liability and property damage coverage for the electrical contractor and all persons employed or retained by him during the currency of the licence.
5. Where the application is for an electrical master's licence, an application shall be made to the Licence Administrator and shall include:
  - (a) The applicant's qualifications as outlined in the application form, evidence that he is the holder of a Certificate of Qualification as an electrician for a minimum of two years, and the address of his regular place of business or place of employment in Ontario;
  - (b) The address of the electrical master's employer or one's own address if self-employed may be accepted to meet the requirements of having a regular place of business in Ontario if the employer is the holder of an electrical contractor's licence under this By-law;
  - (c) Every applicant for an electrical master's licence may be required to be examined by the Electrical Examining Panel of the Trades Examining Board as hereinafter constituted, touching his knowledge of the provisions of this By-law and of all relevant codes and standards relating to the planning and installation of electrical systems and equipment and fixtures used in connection therewith;

- (d) Before being examined, the applicant shall pay to the Regional Municipality, an examination fee as set out on Schedule "1" to this By-law and shall provide evidence that he is the holder of a Certificate of Qualification as an electrician for a minimum of two years;
- (e) No licence shall be issued under this By-law unless the results of the examination are satisfactory to the Electrical Examining Panel;
- (f) The Electrical Examining Panel of the Trades Examining Board shall not be required to receive or entertain any application for an examination within a period of less than three months following the failure of the applicant to pass a previous examination for a similar licence.

ELECTRICAL EXAMINING PANEL OF TRADES EXAMINING BOARD

- 6. (a) The Electrical Examining Panel shall consist of the following members appointed by Council;
  - (i) A representative of the Ontario Hydro Inspection Department or a Regional Trades Licence Inspector;
  - (ii) Two other persons qualified as electrical masters;
- (b) Recommendations for memberships to the Electrical Examining Panel will be received by the Trades Licensing Committee from an official inspection agency operating under the authority of a Province of Ontario Act or a municipality or an electrical trade organization located in the Regional Municipality of Hamilton,
- (c) The members of the Electrical Examining Panel shall hold office for the balance of the calendar year for which they have been appointed and for the duration of the term of Regional Council or until their successors have been appointed, unless their appointment is terminated sooner, for cause, and shall receive such remuneration for their services as may be fixed by the Regional Council,
- (d) It shall be the duty of the Electrical Examining Panel to supply the results of every examination to the Chairman of the Trades Examining Board who shall notify the applicant and the Licence Administrator.



7. (a) Where an electrical master licensed by a municipality referred to in Subsection (b) files with the Electrical Examining Panel a certificate issued by such municipality that he has passed an examination for an electrical master's licence or other satisfactory evidence that he has held a licence as an electrical master for a period of not less than two years and a letter from the licensing authority of that municipality that the applicant is in good standing, the Electrical Examining Panel shall not be required to examine the applicant and the Licence Administrator may issue a licence;
- (b) For the purpose of this section, "municipality" means the following cities:
- |                |                   |
|----------------|-------------------|
| (i) Brantford  | (vi) Ottawa       |
| (ii) Guelph    | (vii) Thunder Bay |
| (iii) Kingston | (viii) Toronto    |
| (iv) Kitchener | (ix) Windsor      |
| (v) London     |                   |

DISQUALIFICATION OF CONTRACTOR

8. (a) When the electrical master whose name appears on an electrical contractor's certificate is no longer regularly employed by the electrical contractor, the contractor shall within three days notify the Regional Council in writing delivered to the Licence Administrator and furnish the Licence Administrator with the name and address of the master who will thenceforward be responsible, or with particulars of his arrangements pending the engaging of a master to be in charge;
- (b) It shall be an offence for any electrical contractor to have any electrical work performed by him when there is not in his employ a licensed electrical master to be responsible for the work whose name and address have been furnished to the Licence Administrator in writing;
- (c) It shall be an offence for an electrical master to carry on the work of an electrical master for more than one electrical contractor for the same period of time unless authorized in writing by the Chairman or Acting Chairman of the Trade Examining Board, for a maximum of 60 days, or by the Trades Licence Committee for a longer period;

- (d) It shall be an offence for any electrical contractor to perform or have performed any electrical work without employing a tradesperson holding a valid master's licence Certificate of Qualification issued by the Province of Ontario, to perform such work.
- 9.
- (a) The amount of the licence fee for a licence granted under this By-law shall be as set out in Schedule 1;
  - (b) The licence number issued to an electrical contractor by the Licence Administrator and the business name of the electrical contractor shall be displayed in any advertising by such person for that trade.

PLUMBING CONTRACTORS

PLUMBING MASTERS

SCHEDULE "3"

INTERPRETATION

1. In this Schedule,
  - (a) "Plumbing Contractor" means a person engaged in the business of contracting with a member of the public or another contractor for the placing, installing, maintaining, repairing or replacing of any pipe, fixture or other device, equipment or facility of a plumbing system or in other plumbing work, and includes any person who solicits for plumbing work, and who in any way advertises, or holds himself out to the public, as doing or contracting to do plumbing work by himself or through another qualified person, or as being a plumbing contractor, and who has a regular place of business in Ontario;
  - (b) "Plumbing Master" means a person who has been issued a Certificate of Qualification in the plumbing trade under the Apprenticeship and Tradesmen's Qualification Act and is aware of and knowledgeable in the general regulations under the Apprenticeship and Tradesmen's Qualification Act, and operates in a manner pursuant to the requirements required by the said Act and Regulations thereunder and is skilled in the planning, superintending and installing, maintenance and repair of plumbing equipment and who is familiar with the laws, rules and regulations governing the same, who has a regular place of business in Ontario and who, himself, or by journeyman tradesmen under his supervision performs the trade of plumber;
  - (c) "Plumbing" includes any procedure, method, matter or thing referred to or described in the Plumbing Code, being Ontario Regulation 815/84 of The Revised Regulations of Ontario 1980, and amendments thereto from time to time; and plumbing work has a corresponding meaning;



- (d) "Plumbing Examining Panel" means the Panel of the Trades Examining Board appointed under the provisions of this By-law.

#### APPLICATION OF SCHEDULE

- 2. The provisions of this Schedule shall apply to all persons engaging in any plumbing occupations, as:
  - (a) Plumbing Contractor;
  - (b) Plumbing Master.

#### LICENCE REQUIREMENTS

- 3.
  - (a) No person shall carry on the business of a plumbing contractor without a plumbing contractor's licence issued pursuant to this By-law, entitling him so to do, and, is or has a licensed plumbing master in his employ;
  - (b) No person shall engage in the occupation of a plumbing master unless he is the holder of a current valid licence issued pursuant to this By-law entitling him so to do;
  - (c) Before commencing any work, or upon completion of the work, a form of written agreement (including an invoice or written firm estimate of work to be done), shall be entered into by a plumbing contractor with the person for whom the work is to be done, containing the name and address of the contractor and customer and an itemized price or firm estimate of the goods and services to be provided.

#### APPLICATION FOR LICENCE

- 4. Where the application is for a plumbing contractor's licence, the application shall include:
  - (a) The name and address of a licensed plumbing master who is employed by the plumbing contractor or the name of the person who has applied for a plumbing master's licence, the applicant contractor is also a master plumber;
  - (b) The business address of the plumbing contractor;

- (c) The name and address of the owner, partners or company officers responsible for the operation of the plumbing contractor's business;
  - (d) The name of the Insurance Company providing the public liability and property damage coverage for the Plumbing Contractor and all tradespersons employed or retained by him, during the currency of the licence.
5. Where the application is for a plumbing master's licence, an application shall be made to the Licence Administrator and shall include:
- (a) The applicant's qualifications as outlined in the application form, evidence that he is the holder of a Certificate of Qualification as a plumber for a minimum of two years, and the address of his regular place of business in Ontario;
  - (b) The address of the plumbing master's employer or one's own address if self-employed may be accepted to meet the requirements of having a regular place of business in Ontario if the employer is the holder of a plumbing contractor's licence under this By-law;
  - (c) Every applicant for a plumbing master's licence may be required to be examined by the Plumbing Examining Panel of the Trades Examining Board as hereinafter constituted, touching his knowledge of the provisions of this By-law and of all relevant codes and standards relating to the planning and installation of plumbing systems and equipment used in connection therewith;
  - (d) Before being examined, the applicant shall pay to the Regional Municipality, an examination fee as set out on Schedule "1" to this By-law and shall provide evidence that he is the holder of a Certificate of Qualification as a plumber for a minimum of two years;
  - (e) No licence shall be issued under this By-law unless the results of the examination are satisfactory to the Plumbing Examining Panel;
  - (f) The Plumbing Examining Panel of the Trades Examining Board shall not be required to receive or entertain any

application for an examination within a period of less than three months following the failure of the applicant to pass a previous examination for a similar licence.

PLUMBING EXAMINING PANEL OF TRADES EXAMINING BOARD

6. (a) The plumbing Examining panel shall consist of the following members appointed by Council:
    - (i) A Regional Trades Licence Inspector;
    - (ii) Two other persons qualified as master plumbers;
  - (b) Recommendations for members to the plumbing examining panel will be received by the Trades Licensing Committee from an official inspection agency operating under the authority of a Province of Ontario Act or a municipality or a plumbing trade organization in the Region of Hamilton-Wentworth;
  - (c) The members of the Plumbing Examining Panel shall hold office for the balance of the calendar year and the duration of the term of Regional Council for which they have been for cause, appointed and until their successors have been appointed, unless their appointment is terminated sooner, for cause, and shall receive such remuneration for their services as may be fixed by the Regional Council;
  - (d) It shall be the duty of the Plumbing Examining Panel to supply the results of every examination to the Chairman of Trades Examination Boards who shall notify the applicant and the Licence Administrator.
7. (a) Where a plumbing master licensed by a municipality referred to in Subsection (b) files with the Plumbing Examining Panel a certificate issued by such municipality that he has passed an examination for a plumbing master or other satisfactory evidence that he has held a licence as a plumbing master for a period of not less than two years and a letter from the licensing authority of that municipality that the applicant is in good standing, the plumbing examining panel shall not be required to examine the applicant and the Licence Administrator may issue a licence;
  - (b) For the purpose of this section, "municipality" means the following cities:



- |                |                         |
|----------------|-------------------------|
| (i) Barrie     | (vi) Metro Toronto      |
| (ii) Cambridge | (vii) Sarnie            |
| (iii) Kingston | (viii) Sault Ste. Marie |
| (iv) Kitchener | (ix) Thunder Bay        |
| (v) London     | (x) Windsor             |

DISQUALIFICATION OF CONTRACTOR

8. (a) When the plumbing master whose name appears on a plumbing contractor's certificate is no longer regularly employed by the plumbing contractor, the contractor shall within three days notify the Regional Council in writing delivered to the Licence Administrator and furnish the Licence Administrator with the name and address of the master who will thenceforward be responsible, or with particulars of his arrangements pending the engaging of a master to be in charge;
- (b) It shall be an offence for any plumbing contractor to have any plumbing work performed by him when he is not or there is not in his employ a licensed plumbing master whose name and address have been furnished to the Licence Administrator in writing;
- (c) It shall be an offence for a plumbing master to carry on the work of a plumbing master for more than one plumbing contractor for the same period of time unless authorized in writing by the Chairman or Acting Chairman of the Trade Examining Board for a maximum of 60 days or by the Trades Licence Committee for a longer period;
- (d) It shall be an offence for a plumbing contractor to perform or have performed any plumbing work without employing a tradesperson holding a valid master's licence or Certificate of Qualification issued by the Province of Ontario, to perform such work.
9. (a) The amount of the licence fee for a licence granted under this Schedule shall be as set out in Schedule "1";

- 13 -

- (b) The licence number issued to a plumbing contractor by the Administrator of Licences or the business name of the plumbing contractor shall be displayed in any advertising by such person for that trade.

HEATING, AIR CONDITIONING, AND VENTILATION CONTRACTOR

- AND -

MASTER WARM AIR HEATING, AIR CONDITIONING AND VENTILATION INSTALLER

SCHEDULE "4"

INTERPRETATION

1. In this Schedule,

- (a) "Heating, Air Conditioning and Ventilating Contractor" means a person engaged in the business of contracting for the installation, maintaining, repairing, or replacing of warm air heating or cooling equipment or refrigeration or ventilation equipment and systems of any kind, and the distribution, piping and ductwork including the installation of oil tanks and oil and gas burners, and includes any person who solicits for heating or cooling work, and who in any way advertises, or holds himself out to the public, as doing or contracting to do heating or cooling work by himself or through another qualified person, or as being a heating, ventilating and refrigeration and cooling contractor, and who has a regular place of business in Ontario;

"Heating, Air Conditioning and Ventilating and Refrigeration" means the lay out, assembly, installation, repairs, and manufacturing in the field, any cooling or refrigeration or heating/cooling combination system for residential, commercial, institutional or industrial purpose and includes the manufacturing, fabrication, assembly, installation or service of a ferrous and non-ferrous sheet metal work and further includes the installation of piping that conveys gas or the tubing of any air handling system.

AS PART OF THIS INTERPRETATION

"AIR CONDITIONING" is interpreted to mean, by all definitions:

The simultaneous control of;



Temperature, (Heating, or cooling air)

Humidity, (humidifying or dehumidifying air)

Cleanliness, (Mechanical or Electronic air cleaning)

Air Motion, (The proper air distribution within a building with related fresh air) for comfort conditions.

- (b) "Master Warm Air Heating, Air Conditioning and Ventilation Installer" means a person who has been issued a Certificate of Qualification in the trade of Sheet Metal or Refrigerating, Air-Conditioning Mechanic or as a Steam Fitter or as an Oil Burner Mechanic or Gas Fitter under the Energy Act or can demonstrate knowledge of conformance to good engineering practices appropriate to the circumstances and acceptable to the Heating, Air Conditioning and Ventilation Panel as described in:
  - (i) The ASHRAE Handbooks as follows:
    - (A) 1983 Equipment,
    - (B) 1984 Systems,
    - (C) 1985 Fundamentals, and
    - (D) 1986 Refrigeration Systems and Applications,
  - (ii) the NFPA Fire Codes 1983,
  - (iii) the HRAI Digest 1980,
  - (iv) the Hydronics Institute Manuals 1982,
  - (v) the SMACNA Manuals, and
  - (vi) the American Conference of Governmental Industrial Hygienists Industrial Ventilation Manual, 17th Edition 1982;
- (c) "Heating, Air Conditioning, and Ventilation Examining Panel" means the examining board appointed by Regional Council under the provisions of Schedule "9" to this By-law.

APPLICATION OF SCHEDULE

2. The provisions of this Schedule shall apply to all persons engaging in any Heating, Air Conditioning, Refrigeration or Ventilation work as:
- (a) Heating, Air Conditioning, and Ventilation Contractor;
  - (b) Master Warm Air Heating, Air Conditioning and Ventilation Installer;
  - (c) The holder of a Certificate of Qualification under the Apprenticeship & Tradesmen's Qualification Act as a Refrigeration and Air Conditioning Mechanic, a Steam Fitter or Sheet Metal Worker, or qualified as an Oil Burner Mechanic or Gas Fitter under the Energy Act;
  - (d) Every licensee hereunder shall observe and comply with and be governed by this Schedule and all the provisions of the Tradesmen's Qualification and Apprenticeship Act and the Regulations thereunder related to the trade regulated under this Schedule.

LICENCE REQUIRED

- 3.
- (a) No person shall carry on the business of a Heating, Air Conditioning, and Ventilation Contractor, without a Contractor's licence under this By-law, entitling him so to do and has a licensed Master Warm Air Heating, Air Conditioning, and Ventilation installer in one or more of the trades mentioned in section 2(c) in his employ;
  - (b) No person shall engage in the occupation of a Master Warm Air Heating, Air Conditioning, and Ventilation installer, unless he is the holder of a current valid licence under this schedule entitling him so to do in one or more of the trades mentioned in section 2 (c);
  - (c) Before commencing any work, or upon completion of the work, a form of written agreement shall be entered into by a Heating, Air Conditioning, and Ventilation Contractor with the person for whom the work is to be done, containing the name and address of the buyer and seller and an itemized price or firm estimate of the goods and services to be provided;

- (d) Every person licensed under this By-law shall carry out only the trades work for which the licence was issued, unless such person has a licence for more than one of the several trades regulated under this Schedule, or unless the Statute or Regulations thereto, under which each person is licensed allows such work to be carried out.

APPLICATION FOR LICENCE

- 4. Where the application is for a heating, air conditioning, refrigeration and ventilation contractor's licence the application shall include:
  - (a) The name and address of a licensed master warm air heating, air conditioning, and ventilation installer who will be in the contractor's employ or the name of the person who has applied for a master heating, air conditioning and ventilation installer's licence;
  - (b) The business address of the heating, air conditioning and ventilation contractor;
  - (c) The name and address of the principals of the company responsible for the operation of the business;
  - (d) The name of the Insurance Company providing the public liability and property damage coverage for the Contractor and all tradespersons employed or retained by him, during the currency of the licence;
- 5. Where the application is for a Master Warm Air Heating, Air Conditioning and Ventilation installers licence, an application shall be made to the heating, air conditioning, and ventilation examining panel and shall include:
  - (a) The applicant's qualifications as outlined in the application form, and provide evidence that he has a minimum of two years experience in the field of heating, air conditioning, refrigeration and ventilation and that he is a holder of a Certificate of Qualification for a minimum of two years as a Refrigeration and Air Conditioning Mechanic, a Steam Fitter or Sheet Metal worker or qualified as an Oil Burner Mechanic or Gas Fitter under the Energy Act.



- (b) The address of the Master Warm Air Heating, Air Conditioning, and Ventilation installer, if self-employed, and the address of the Master installer and employer if employed by a contractor, may be accepted to meet the requirements of having a regular place of business in Ontario if the employer is the holder of a Heating, Air Conditioning, Refrigeration and Ventilation Contractor's licence under this By-law;
- (c) Every applicant for a Master Warm Air Heating, Air Conditioning, and Ventilation installer's licence, shall be examined by the Heating, Air Conditioning, Refrigeration and Ventilation Panel of the Trades Examining Board, as hereinafter constituted, touching his knowledge of the provisions of this By-law and of all relevant codes and standards relating to the planning and installation and repairs of ventilation, air conditioning and refrigeration systems and equipment used in connection therewith;
- (d) Before being examined, the applicant shall pay to the Administrator of Licences an examination fee as set out on Schedule "1" to this By-law and shall provide evidence that he has done the work he proposes to do, for a minimum of two years, and is the holder of a Certificate of Qualification in the applicable trade;
- (e) No licence shall be issued under this Schedule unless the results of the examination are satisfactory to the Examining Panel;
- (f) The Heating, Air Conditioning, and Ventilation Panel of the Board shall not be required to receive or entertain any application for an examination within a period of less than three months following the failure of the applicant to pass a previous examination for similar licence.

HEATING, AIR CONDITIONING AND VENTILATION EXAMINING PANEL

6. (a) The Heating, Air Conditioning, and Ventilation Examining Panel shall consist of the following members appointed by Council:
  - (i) A Regional Trades Licence Inspector;
  - (ii) Two other persons qualified as Master Warm Air Heating, Air Conditioning, and Ventilation installers;
- (b) Recommendations for members of the Heating, Air Conditioning and Ventilation examining panel will be received by the Trades Licence Committee from an official inspection agency under the authority of a Province of Ontario Statute or a Municipal By-law or a Heating, Air Conditioning, Refrigeration and Ventilation trade organization in the Region of Hamilton-Wentworth;
- (c) The members of the Heating, Air Conditioning and Ventilation examining panel shall hold office for the balance of the term of Regional Council in which they have been appointed, unless their term is terminated sooner, for cause, and shall receive such remuneration for their services as may be fixed by the Regional Council;
- (d) It shall be the duty of the Heating, Air Conditioning, and Ventilation examining panel to supply the results of every examination to the Chairman of the Trades Examining Board who shall notify the applicant and the Licence Administrator.

DISQUALIFICATION OF CONTRACTOR

7. (a) When the Master Warm Air Heating, Air Conditioning, and Ventilation installer, whose name appears on a Heating, Air Conditioning, and Ventilation Contractor's certificate is no longer regularly employed and in actual charge of the work, the contractor shall within three days notify the Regional Council in writing delivered to the Administrator of Licences and furnish him with the name and address of the Master who will henceforward be in charge, or with particulars of his arrangements pending the engaging of a Master to be in charge of the Contractor's work;

- (b) It shall be an offence for any Heating, Air Conditioning, and Ventilation prime Contractor to have any Heating, Air Conditioning, Refrigeration and Ventilation work performed, and an offence for a contractor to do any Heating, Air Conditioning, Refrigeration and Ventilation work without a licensed Master Warm Air Heating, Air Conditioning and Ventilation installer to be responsible for the work and whose name and address have been furnished to the Administrator of Licenses in writing;
  - (c) It shall be an offence for a Master Warm Air Heating, Air Conditioning, and Ventilation installer to carry on the work of a Master Warm Air Heating, Air Conditioning, and Ventilation installer for more than one heating, air conditioning, refrigeration and ventilation contract for the same period of time unless authorized in writing by the Chairman or Acting Chairman of the Trades Examining Board for a maximum of 60 days or by the Trades Licence Committee for a longer period;
  - (d) It shall be an offence for any Heating, Air Conditioning, and Ventilation Contractor to perform or have performed any Heating, Air Conditioning, Refrigeration or Ventilation work without employing a tradesperson holding a valid Master's licence under this By-law, and a valid Certificate of Qualification issued by the Province of Ontario, to perform any such work.
- 8.
- (a) The amount of the licence fee for a licence granted under this Schedule shall be as set out in Schedule 1;
  - (b) The licence number issued to a Heating, Air Conditioning, and Ventilation Contractor by the Region or the business name of the Heating, Air Conditioning, and Ventilation Contractor shall be displayed in any advertising for that trade of such person.



DRAIN REPAIR CONTRACTORS

DRAIN INSTALLER MASTERS

SCHEDULE "5"

INTERPRETATION

1. In this Schedule,

- (a) "Drain Repair Contractor" means a person engaged in the business of contracting for the repairing, constructing or installing of drainage works or systems or who engages in the business of cleaning drains or contracting for installing weeping tile beds and septic tank systems, and includes any person who solicits for drain work and who in anyway advertises, or holds himself out to the public, as doing or contracting to do drain repair and installation work by himself or through another qualified person or as being a drainlayer contractor, and who has a regular place of business in Ontario;
- (b) "Drain Installer Master" means a person who supervises work for a drain contractor, who is skilled in the planning, superintending and performing of drain repair and installation work and who is familiar with the laws, rules and regulations governing the same, and who has a regular place of business in Ontario;
- (c) "Drain work" means and includes any work of drainlaying, weeping tile installing, septic tank installing, drain reconstruction or repairing, or removing tree roots or other obstructions from drains or private drain connections by mechanical or other means;
- (d) "Drain Repair Examining Panel" means the examining board appointed by Regional Council under the provisions of this By-law.

APPLICATION OF SCHEDULE

- 2. (a) The provisions of this Schedule shall apply to all persons engaging in any of the following drain work, namely:

- (i) Drain Repair Contractor;
  - (ii) Drain Installer Master;
- (b) The provisions of this Schedule shall not apply to the performance by a plumber licensed hereunder and doing plumbing or drainage work or cast iron or other metal plumbing work outside a building or doing the installation of septic tanks.

#### LICENCE REQUIRED

3. (a) No person shall carry on the business of a drain repair contractor without a drain repair contractor's licence under this By-law, entitling him so to do and with a licensed drain installer master or a tradesperson experienced in drainlaying and repair in his employ who is in actual charge of the work;
- (b) No person shall engage in the occupation of a drain installer master unless he is the holder of a current valid licence issued pursuant to this By-law entitling him so to do;
- (c) Before commencing any work or upon completion of the work a form of written agreement shall be entered into by a drain repair contractor with the person for whom the work is to be done, containing the name and address of the buyer and seller and an itemized price or firm estimate of the goods and services to be provided.

#### APPLICATION FOR LICENCE

4. Where the application is for a drain repair contractor's licence, the application shall include:
- (a) The name and address of a licensed drain installer master who will be responsible for the drain repair contractor's work or the name of the person who has applied for a drain installer master's license, in the event that the applicant contractor is also a master installer;
  - (b) The business address of the drain repair contractor;
  - (c) The name and address of the owner, partners or company officers responsible for the operation of the business;

- (d) The name of the Insurance Company providing the public liability and property coverage for the contractor and all persons employed or retained by him, during the currency of the licence.
5. Where the application is for a drain installer master's licence, an application shall be made to the examining board and shall include:
- (a) The applicant's qualifications as outlined in the application form, to include evidence that he has a minimum of two years experience in the field of drain installing and repair, and the address of his regular place of business in Ontario;
  - (b) The address of the drain installer master's employer may be accepted to meet the requirements of having a regular place of business in Ontario if the employer is the holder of a drain repair contractor's licence under this By-law.
- 6.
- (a) Every applicant for a drain installer master's licence shall be examined by the Drain Repairs Examining Panel of the Trades Examining Board as hereinafter constituted, touching his knowledge of the provisions of this By-law and of all relevant codes and standards relating to the planning and installation of drain systems and equipment used in connection therewith;
  - (b) Before being examined, the applicant shall pay to the Regional Municipality, an examination fee as set out in this By-law;
  - (c) No licence shall be issued under this Schedule unless the results of the examination are satisfactory to the examining panel;
  - (d) The Drain Repair Examining Panel of the Board shall not be required to receive or entertain any application for an examination within a period of less than three months following the failure of the applicant to pass a previous examination for a similar licence.



DRAIN REPAIR PANEL OF TRADES EXAMINING BOARD

7. (a) The drain repair examining panel shall consist of the following members appointed by Council:
- (i) A Regional Trades Licence Inspector;
  - (ii) Two other persons qualified as master drain installers or tradespersons experienced in drain laying and repair;
- (b) Recommendations for members to the Drain Repair Examining Board will be received by the Committee from an official inspection agency under the authority of a Province of Ontario Act or a municipality or a drain repair trade organization in the Region of Hamilton-Wentworth;
- (c) The members of the Drain Repair Examining Panel shall hold office for the balance of the calendar year in which they have been appointed and until their successors have for cause, been appointed, unless their term is terminated sooner, for cause, and shall receive such remuneration for their services as may be fixed by the Regional Council;
- (d) It shall be the duty of the Drain Repair Examining Panel to supply the results of every examination to the Chairman or Secretary of Examination Boards who shall notify the applicant and the Licence Administrator.

DISQUALIFICATION OF CONTRACTOR

8. (a) When the drain installer master whose name appears on a drain repair contractor's certificate is no longer regularly employed and responsible for the work, the contractor shall within three days notify the Regional Council in writing delivered to the Licence Administrator and furnish the Regional Council with the name and address of the master who will thenceforward be in charge, or with particulars of his arrangements pending the engaging of a master to be in charge;
- (b) It shall be an offence for any drain repair contractor to have any drain work performed when there is not responsible

for the work a licensed drain installer master or tradesperson experienced in the drainglaying and repair whose name and address have been furnished to the Administrator of Licences in writing;

- (c) It shall be an offence for a drain installer master to carry on the work of a drain installer master for more than one drain repair contract or for the same period of time unless authorized in writing by the Chairman or Acting Chairman of the Trade Examining Board for a maximum of 60 days or by the Trades Licence Committee for a long period.
9. (a) The amount of the licence fee for a licence granted under this Schedule shall be as set out in Schedule 1;
- (b) The licence number issued to a drain repair contractor by the Region or the business name of the drain repair contractor shall be displayed in any advertising for that trade of such person.

BUILDING REPAIRS CONTRACTORS

BUILDING REPAIRS MASTERS

SCHEDULE "6"

INTERPRETATION

1. In this Schedule,

- (a) "Building Repairs Contractor" means a person engaged in the business of carrying out repairs or renovations of buildings, and includes any person who solicits for such work or who in any way advertises or holds himself out to the public as doing or contracting to do building repairs by himself or by another qualified person or as being a building repairs contractor, and who has a regular place of business in Ontario;
- (b) "Building Repairs Master" means a person who is skilled in the planning and superintending of repairs and renovations of buildings and who is familiar with the laws, rules and regulations governing the same, and who has a regular place of business in Ontario;
- (c) "Building" means a structure consisting of a wall, roof and floor or any one or more of them, or a structural system serving the function thereof including all the works, fixtures, and service systems appurtenant thereto;
- (d) "Repairs and renovations" means to do anything in the erection, installation, extension or replacement of a part of a building and includes the installation of a building unit fabricated or moved from elsewhere;
- (e) "Building Repairs Examining Panel" means the examining board appointed under the provisions of this By-law.



APPLICATION OF SCHEDULE

2. The provisions of this Schedule shall apply to all persons engaging in building repairs and renovations, namely:
  - (a) Building Repairs Contractor;
  - (b) Building Repairs Master.

LICENCE REQUIREMENTS

3.
  - (a) No person shall carry on the business of a building repairs contractor without a building repairs contractor's licence under this By-law entitling him so to do and is or has a licensed building repair master in his employ who is in actual charge of the work;
  - (b) No person shall engage in the occupation of a building repairs master unless he is the holder of a current valid licence under this Schedule entitling him so to do;
  - (c) Before commencing any work or upon completion of the work, a form of written agreement (including a written firm estimate or detailed invoice of work and repairs to be done) shall be entered into by a building repairs contractor with the person for whom the work is to be done, containing the name and address of the buyer and seller and an itemized price or firm estimate of the goods and services to be provided.

APPLICATION FOR LICENCE

4. Where the application is for a building repairs contractor's licence, the application shall include:
  - (a) The name and address of a licensed master who will be responsible for the building repairs contractor's work or the name of the person who has applied for a building repairs master's licence, in the event that the master is also a contractor;
  - (b) The business address of the building repairs contractor;
  - (c) The name and address of the owner, partners or company officers responsible for the operation of the business;

- (d) The name of the Insurance Company providing public liability, and property damage coverage for the building repairs contractor and all persons employed or retained by him during the currency of his licence.

Where the application is for a building repairs master's licence, an application shall be made to the Building Repairs Examining Panel and shall include:

- (a) The applicant's qualifications as outlined in the application form, to include evidence that he has a minimum of two years experience in the field of building construction, and the address of his regular place of business in Ontario;
- (b) The address of the master builder's employer may be accepted to meet the requirements of having a regular place of business in Ontario if the employer is the holder of a building repairs contractor's licence under this By-law;
- (c) Every applicant for a building repairs master's licence shall be examined by the Building Repair Examining Panel of the Trades Examining Board as hereinafter constituted, touching his knowledge of the provisions of this By-law and of all relevant codes and standards and By-laws relating to the planning and installation of building systems and equipment used in connection therewith;
- (d) Before being examined, the applicant shall pay to the Regional Municipality, an examination fee as set out in this By-law;
- (e) No licence shall be issued under this Schedule unless the results of the examination are satisfactory to the examining panel or previous qualification for a licence under this Schedule is satisfactory to the examining panel;
- (f) The Building Repairs Examining Panel shall not be required to receive or entertain any application for an examination within a period of less than three months following the failure of the applicant to pass a previous examination for a similar licence.

BUILDING REPAIRS PANEL OF THE TRADES EXAMINING BOARD

6. (a) The building repairs examining panel shall consist of the following members appointed by Council:
  - (i) A Regional Trades Licence Inspector;
  - (ii) Two members qualified as building repair masters;
- (b) Recommendations for members to the building repairs examining panel will be received by the committee from an official inspection agency under the authority of a Province of Ontario Act or a municipality or a building trade organization in the Region of Hamilton-Wentworth;
- (c) The members of the Building Repairs Examining Panel shall hold office for the balance of the calendar year in which they have been appointed and until their successors have been appointed, unless their term is terminated sooner, for cause, and shall receive remuneration for their services as may be fixed by the Regional Council;
- (d) It shall be the duty of the Building Repairs Examining Panel to supply the results of every examination to the Chairman or Secretary of Examination Boards who shall notify the applicant and the Licence Administrator.

DISQUALIFICATION OF CONTRACTOR

7. (a) When the building repairs master whose name appears on a building repairs contractor's licence certificate is no longer regularly employed and responsible for the work, the contractor shall within three days notify the Regional Council in writing delivered to the Licence Administrator and furnish the Regional Council with the name and address of the master who will thenceforward be in charge, or with particulars of his arrangements pending the engaging of a master to be in charge;
- (b) It shall be an offence for any contractor to have any building and renovation work performed when there is not in actual charge of the work a licensed building repairs master whose name and address has been furnished to the Licence Administrator in writing;



- (c) It shall be an offence for a building repairs master to carry on the work of a building repairs master for more than one building repairs contractor for the same period of time unless authorized in writing by the Chairman or Acting Chairman of the Examining Boards for a maximum of 60 days or by the Trades Licence Committee for a longer period.
- 8.
- (a) The amount of the licence fee for a licence granted under this Schedule shall be as set out in Schedule 1;
  - (b) The licence number issued to a building repair contractor by the Region or the business name of the building repair contractor shall be displayed in any advertising for that trade of such person.

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SCHEDULE "7"

ADMINISTRATOR OF LICENCES

STEVEN DEMBE

Address of Administrator of Licences  
71 Main Street West,  
City Hall  
Second Floor  
HAMILTON, Ontario  
L8N 3T4

SCHEDULE "8"

TRADES LICENCE INSPECTORS AND  
REGIONAL BY-LAW ENFORCEMENT OFFICERS  
presently appointed as Area Municipal  
Trades Licence Inspectors

Designated as Regional Trades Licence Inspectors and  
Regional By-law Enforcement Officers under Section 6(d)  
of By-law No.

CITY OF HAMILTON

Paul J. Kuppe	William Pooler	Gerald Farrell
Leonard C. King	John Spolnik	Jim Finlay
Brian D. Allick	Bernardo Agro	David Gibson
Larry W. Harvey	Brian Baxter	Peter Gobbo
Robert H. Bradshaw	William Baxter	Rae Ilton
Douglas Clark	Bauwe Bethlehem	John Ivezic
Alex Fedora	Donald Bodnar	Steven Kuczerepa
Charles Hewitt	George Bowring	Howard MacMillan
Donald Inglis	Italo Dominic	Rex Mansell
George Korz	Russell J. Dorr	Morris Marsalla
Bryan Moon	Michelle Oproiu	Michael Reilly
Michael Roberts	Michael Shepherd	John Thomas
John Walker	Sylvia Bishop	Gail Nolan
Sandra Tucker		



CITY OF STONEY CREEK

H. Dekker	Peter Hayes	Gary Osmond
Mike Cusick	Rob Milligan	John Tutert
Jack de Roos	Frank Zabukovec	John Lane

TOWN OF DUNDAS

Douglas Hardie	Albert McGurk	John Birchall
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TOWN OF ANCASTER

Bill Oliver	Paul Jeppesen	Ed VanderWindt
Ernest Taylor		

TOWN OF FLAMBOROUGH

Len Gray	Stuart Young	Peter Vander Beek
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TOWNSHIP OF GLANBROOK

Harry Kooyman

SCHEDULE "9"

TRADES EXAMINING BOARD

Chairman - Brian D. Allick

Regional Council shall by Resolution appoint the Chairman and fifteen members of the Board representing each of the five trades regulated under this By-law to sit as Panels of three persons each, for the purpose of assessing the qualifications, competence and eligibility of tradespersons to be licensed hereunder and Contractors and Masters applying for licences under this By-law and Schedules.

Each Trades Panel shall consist of three members, being an Area Municipal Trades Licence Inspector and two members qualified under this By-law as Masters of the trades regulated under this By-law, save in respect of the Electrical Panel which will consist of an employee of Ontario Hydro and two clerical masters licensed under this By-law.

Each of the members of the Board shall hold the position on the Board for the term of the Regional Council at the time of their appointment. The appointments to the Board may be renewed by Regional Council by Resolution for the term of the Council or replaced by new appointees by Resolution of the Council.



SCHEDULE "10"

REGIONAL MUNICIPALITY OF HAMILTON-WENTWORTH

CONSTRUCTION TRADES LICENCE/EXAMINATION APPLICATION

PLEASE PRINT CLEARLY- CHECK TYPE OF LICENCE

<u>MASTER</u>	Electrical	( )	Building Repair	( )
	Plumbing	( )	Warm Air Heating, Ventilation,	
	Drainlayer	( )	Refrigeration and Air Conditioning	( )

<u>Surname</u>	<u>Given Names</u>	<u>Home Phone Number</u>	<u>Date of Birth</u>
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<u>Home Address</u>	<u>City</u>	<u>Postal Code</u>
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<u>Place of Business</u>	<u>City</u>	<u>Postal Code</u>
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Employer's Name \_\_\_\_\_ Phone Number \_\_\_\_\_

Trade Certificate of Qualification Number	Number of Years Certified	Years of experience
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Have you written a Master's examination previously Yes ( ) No ( )

If yes, location and date:

Have you ever had a trade licence revoked? Yes ( ) No ( )

If yes, location and date:			
<u>CONTRACTOR</u>	Electrical	( )	Building Repair ( )
	Plumbing	( )	Heating, Ventilation, Refrigeration
	Drainlayer	( )	and Air Conditioning ( )

Surname	Given Names	Home Phone Number
---------	-------------	-------------------

Home Address	City	Postal Code
--------------	------	-------------

Business Name \_\_\_\_\_ Business Phone Number \_\_\_\_\_

Business Address	City	Postal Code
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Name of Insurance Company	Amount of Insurance Liability:	Property Damage:

Name of Master in your employ	Is application being made on behalf of a Company
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Registration with Minister of Energy	Yes ( )	No ( )
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List names, addresses of Principals of Company

Name	Address	Position Held
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[illegible]

Is your business registered under the Consumer Protection Act as an itinerant seller? Yes ( ) No ( ).

Registration number:

Is your business registered with the Ministry of Consumer & Commercial Relations? Yes ( ) No ( )

Expiry date

of the of

the Regional Municipality of \_\_\_\_\_, do solemnly declare that I am the full age of 18 years and that the statements herein contained in the said application are true and made with full knowledge of the circumstances of their being made. And I make this solemn declaration conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath and by virtue of "The Canada Evidence Act".

DECLARED before me at the City of Hamilton, )  
in the Regional Municipality of Hamilton- )  
Wentworth, this \_\_\_\_\_ of \_\_\_\_\_ ) \_\_\_\_\_  
19 \_\_\_\_\_

A Commissioner, etc.











